



Landscape / Tree Preservation / Clearing & Grading Application

Louisville Metro Planning & Design Services

Case No.: _____ Intake Staff: _____

Date: _____ Fee: _____

Once complete, please bring the application and supporting documentation to Planning and Design Services, 444 South 5th Street, Suite 300. For more information, call (502) 574-6230 or visit <http://www.louisvilleky.gov/PlanningDesign>.

Project Information:

Landscape Plan:	<input type="checkbox"/> Original	<input type="checkbox"/> Revised
Tree Preservation Plan:	<input type="checkbox"/> Original	<input type="checkbox"/> Revised
Clearing & Grading Plan:	<input type="checkbox"/> Original	<input type="checkbox"/> Revised

Project Name: _____

Primary Project Address: _____

Additional Address(es): _____

Primary Parcel ID: _____

Additional Parcel ID(s): _____

The subject property contains _____ acres.

Project Description:

If this is a revised plan,
please describe revisions:

Has the property been the subject of a previous development proposal (e.g., rezoning, variance, appeal, conditional use permit, minor plat, etc.)? *This information can be found in the Land Development Report (Related Cases).* ☐ Yes ☐ No

If yes, please list the docket/case numbers:

Docket/Case #: _____ Docket/Case #: _____

Docket/Case #: _____ Docket/Case #: _____

Contact Information:**Owner:** ☐ *Check if primary contact***Applicant:** ☐ *Check if primary contact*

Name: _____

Name: _____

Company: _____

Company: _____

Address: _____

Address: _____

City: _____ State: _____ Zip: _____

City: _____ State: _____ Zip: _____

Primary Phone: _____

Primary Phone: _____

Alternate Phone: _____

Alternate Phone: _____

Email: _____

Email: _____

Owner Signature (required): _____**Attorney:** ☐ *Check if primary contact***Plan prepared by:** ☐ *Check if primary contact*

Name: _____

Name: _____

Company: _____

Company: _____

Address: _____

Address: _____

City: _____ State: _____ Zip: _____

City: _____ State: _____ Zip: _____

Primary Phone: _____

Primary Phone: _____

Alternate Phone: _____

Alternate Phone: _____

Email: _____

Email: _____

Certification Statement: A certification statement **must be submitted** with any application in which the owner(s) of the subject property is (are) a limited liability company, corporation, partnership, association, trustee, etc., or if someone other than the owner(s) of record sign(s) the application.

I, _____, in my capacity as _____, hereby
representative/authorized agent/other

certify that _____ is (are) the owner(s) of the property which
name of LLC / corporation / partnership / association / etc.

is the subject of this application and that I am authorized to sign this application on behalf of the owner(s).

Signature: _____ Date: _____

I understand that knowingly providing false information on this application may result in any action taken hereon being declared null and void. I further understand that pursuant to KRS 523.010, et seq. knowingly making a material false statement, or otherwise providing false information with the intent to mislead a public servant in the performance of his/her duty is punishable as a Class B misdemeanor.

Please submit the completed application along with the following items:

Project Information

- ☐ Land Development Report (Detailed instructions to obtain a Land Development Report are available online at: <http://www.louisvilleky.gov/PlanningDesign/IWantTo/Find+a+Zoning+District.htm>)
- ☐ One copy of the landscape and/or tree preservation plan (they may be combined into one plan; however, both fees are still required). *Please refer to the site plan requirements on page 4.*
- ☐ One copy of an approval letter and/or approved development plan for Jeffersontown, Middletown, or Shively (*if applicable*)
- ☐ Tree Preservation Inventory (*if applicable*)

Fees (Cash, charge or check made payable to the Department of Codes & Regulations)

- ☐ Landscape Plan Fee:

Base Fee: Parking lot of 6,000 sq. ft. or less: **\$ 160.00**

If parking lot is greater than 6,000 sq. ft.:

Parking Lot = _____ sq. ft. minus 6,000, divided by 1,000 x \$5.00: + \$ _____

Total Fee: = \$ _____
(round to nearest dollar for total)

- ☐ Tree Preservation Plan Fee: \$ 150.00

- ☐ Revised Landscape Plan Fee:

(Required if increasing parking lot from original landscape plan)

Re-calculated landscape plan fee: \$ _____ (use formula above)

Original landscape plan fee paid: – \$ _____

Difference: = \$ _____ (amount due)

- ☐ Clearing & Grading: NO FEE

Site Plan Requirements:

Plans must be drawn to engineer's scale

Description

- ☐ Owner's name and address
- ☐ Developer's name and address
- ☐ Engineer's name and address
- ☐ Site Address
- ☐ Tax block and lot number
- ☐ Zoning of property
- ☐ Zoning of adjacent properties
- ☐ Existing Use
- ☐ Proposed Use
- ☐ Plan date
- ☐ Revision date

Map Elements

- ☐ North Arrow
- ☐ Vicinity Map
- ☐ Legend
- ☐ Plan Scale

Site Information & Labels

- ☐ Street names
- ☐ Property lines with dimensions (new lots shall show bearings)
- ☐ Location, ownership, deed book & page of all adjacent property owners
- ☐ Form District boundaries and transition zones shown if required by regulations

Project Plan

- ☐ Right of way / sidewalks (with widths shown)
- ☐ Existing and/or proposed structures shown and identified
- ☐ Gross building footprint area
- ☐ Gross floor area of buildings
- ☐ Net and gross acreage of site
- ☐ Height of structures
- ☐ Off-street loading areas if applicable
- ☐ Accessory structures shown with required screening if applicable
- ☐ Parking calculations (minimums and maximums)
- ☐ Required building setbacks with dimensions
- ☐ Net and gross density, and number of dwelling units
- ☐ Typical dimensions of parking spaces and aisles

Landscape Plan Requirements

- ☐ Threshold calculations (Section 10.2.2)
- ☐ Vehicle Use Areas (VUA) shown and labeled
- ☐ Interior Landscape Areas shown and labeled
- ☐ ILA/VUA calculations (if applicable)
- ☐ Vehicular overhang, in accordance with Section 9.1
- ☐ Tree canopy calculations, in accordance with Section 10.1
- ☐ Locations of trees, shrubs, and berms and/or screened fences
- ☐ Detailed elevations of any required screens, fences, walls, etc. (include height and construction material)
- ☐ Locations of service and accessory structures (greater than 42" in height and width) and any associated screening
- ☐ Planting list/schedule including botanical and common names, sizes at planting, and on center spacing
- ☐ A list of any and all landscape related waivers that have been granted (include a description of the waiver, case number, and date granted)
- ☐ Location of parkway/scenic buffers (if applicable)
- ☐ Tree and shrub planting diagrams
- ☐ Parkway, Scenic Corridor, and Gene Snyder buffers
- ☐ Gene Snyder buffer requires photos of existing vegetation; survey showing general locations, species, and sizes of existing tree strands
- ☐ Irrigation (berms) – Section 10.4.6
- ☐ Landscape Buffer Areas shown and labeled

Tree Preservation Plan Requirements

- ☐ Threshold calculations (Section 10.1.2)
- ☐ Locations of existing vegetation (include size and species of preserved trees for sites 2 acres or less, or square footage of tree canopy for sites over 2 acres)
- ☐ Existing tree canopy percent prior to construction
- ☐ Preserved trees or tree masses, labeled "WPA", "TPA", or "TCPA"
- ☐ Locations and dimensions of Tree Protection Fence (TPF)
- ☐ Detail of Tree Protection Fence
- ☐ Parkway, Scenic Corridor and/or Gene Snyder Buffers
- ☐ Tree Inventory (if required)
- ☐ CRZ identified